ADDENDUM THREE

Date: October 17, 2016

To: All Bidders

From: Sharon Davis, Buyer
               Department of Education – Nutrition Services

RE: Addendum for Request For Proposal RFP NDESNP2017

Original Opening Date and Time: October 21, 2016 at 2:00 p.m.

Response to Additional Questions

Thank you for your response to Question #5; a follow up question:

Specifically, which menu planning and/or meal counting systems that are installed in schools are supported electronically by the Colyar Administrative Review software, in order to make the Administrative Reviews more efficient? Please provide as many details as possible.

Here is a screen shot from the online AR related to Meal Component & Quantities:

| 1 | If option 1 has been selected for the targeted menu review, provide one week of me documentation from the review period. |
| 2 | If option 2 has been selected for the targeted menu review, provide the nutrient ana week of review and corresponding backup. |

NDE utilizes option 1 and then has the school send in the week of menus and complete the attached "Meal Pattern Check." If a school utilizes a nutrient analysis software, NDE will ask for a copy of it in place of the forms.

For the Meal Counting Systems NDE has not purchased any modules from CTS to allow a school to upload their Benefit Issuance list directly from the District's POS into CNP. NDE utilizes the CNP system (because it is secure) for districts to attach their Benefit Issuance list. Then NDE program specialists make their random selections of students if it is more than 100 and return the list of students that will be reviewed to the SFA.

1. May Procurement Reviews be conducted off-site and validated on-site?

Procurement Reviews can be done off site or on site. They can be done at the same time as the AR or at a different time. Feedback from other states asking their SFAs what they prefer, the response was to get them done at the same time as the AR. Depending on the size of the SFA the person that needs to complete procurement tool maybe a different person than the AR.

2. How many days have traditionally been spent on-site? Ex: An SFA has one site to be reviewed, how many days have been spent on-site? An SFA has 3 sites to be reviewed, how many days have been spent on site?

Generally we only spend one day on site, it depends on the size of the SFA and how many consultants assist with the review. For multiple sites, NDE generally takes enough consultants to observe meal service at each of the required sites. If there would be only one consultant than it would be required to go back for meal service observation.

3. Does Colyar have a Procurement Review Module in their system now?

No, the USDA Procurement Tool is not available from Colyar, only USDA's Procurement tool which can be found at:

http://www.fns.usda.gov/draft-tool-local-agency-procurement-reviews-school-food-authorities-sy2016-2017-revised

4. Do all SFA's require a nutrient analysis?

No based on the Dietary Specification Tool that is completed traditionally all of our schools have scored low so a nutrient analysis for breakfast and lunch therefore, is not required.

This addendum will become part of the bid and should be acknowledged with the RFP.